



STATE OF MARYLAND

DHMH

Maryland Department of Health and Mental Hygiene

Office of Health Care Quality

Spring Grove Center • Bland Bryant Building

55 Wade Avenue • Catonsville, Maryland 21228-4663

Larry Hogan, Governor - Boyd Rutherford, Lt. Governor - Van Mitchell, Secretary

To: All Providers and Interested Parties

From: Tricia Tomsko Nay, MD, Executive Director, OHCQ *Patricia Tomsko Nay, MD*

Re: Financial Issue Report Form (FIRF)

Date: July 15, 2015

Financial difficulties in providers may eventually result in decreased quality of care and services. In order to detect financial difficulties before quality is effected, the Office of Health Care Quality (OHCQ) has developed the Financial Issue Report Form (FIRF).

Beginning September 1, 2015, this protocol will be implemented in all provider types licensed, certified, or surveyed by OHCQ except where providers in the licensure category have financial oversight by another State agency or entity. The following provider types are not routinely included in this protocol:

- Developmental Disability providers
- Behavioral Health providers
- Hospitals, including Prison Hospitals
- Intermediate Care Facilities for Individuals with Intellectual Disabilities
- Forensic Laboratories
- Health Maintenance Organizations

FIRFs will be incorporated into OHCQ relicensure, recertification, and renewal surveys. The surveyor gives the form to the provider at the onset of the survey and collects the completed form during the survey exit process. If OHCQ has concerns about a provider's financial status, the form may be sent to the provider at any time.

Except in those provider types where it is mandated, completion of the FIRF is voluntary; however, OHCQ may investigate financial concerns of providers at any time.

- If the form has all "no" responses, then it is filed in the provider's records at OHCQ.
- If the form has one or more "yes" responses, then OHCQ will determine any follow-up and may request a written explanation, supporting documentation, and written plan to address the issue/s.
- If the form is not completed and there are financial concerns about the provider, OHCQ will follow-up with the provider and/or refer the issue to another State agency.

The information on a FIRF is confidential and will only be shared as appropriate for the licensure, certification, and surveying of OHCQ-licensed providers.

If you have any questions regarding the FIRF form or process, please contact Margie Heald at Margie.heald@maryland.gov for federal programs or Carol Fenderson at carolm.fenderson@maryland.gov for state programs.

Cc: Van Mitchell, Secretary
Shawn Cain, Chief of Staff